



# CITY OF HOUSTON

## Job Posting

	CORRECTION	CORRECTION	CORRECTION
1	<b>Applications accepted from:</b>		
2	<b>ALL PERSONS INTERESTED</b>		
3	<b>Job Classification</b>		
4	<b>ENVIRONMENTAL INVESTIGATOR I</b>		
5	<b>Posting Number</b>		
6	<b>PN# 112281</b>		
7	<b>Department</b>		
8	<b>Health &amp; Human Services Department</b>		
	<b>Division</b>		
	<b>Environmental Health</b>		
	<b>Section</b>		
	<b>Occupational Health</b>		
	<b>Reporting Location</b>		
	<b>7411 Park Place*</b>		
	<b>Workdays &amp; Hours</b>		
	<b>M - F, 8 a.m. - 5 p.m.*</b>		
	<b>*Subject to change</b>		
9	<b><u>DESCRIPTION OF DUTIES</u></b>		
	Performs basic technical inspections and investigative work relative to the detection, analysis and elimination or control of environmental pollutants and contaminants.		
	<b><u>CORE FUNCTIONS</u></b>		
	➤ Conducts environmental quality inspections in either residential and/or commercial establishments, or both, using air sampling equipment to evaluate health hazards.		
	➤ Conducts inspections of commercial establishments and places of employment in response to complaints regarding alleged violations of the smoking ordinance. Enforcement action is taken when violations are observed.		
	➤ Perform calculations to interpret field and laboratory data. Prepare written reports that document findings of investigations and correspondence.		
	➤ Respond to local emergencies such as medical waste/infection control, indoor air monitoring, and wipe sampling.		
	➤ Perform telephone duties including receiving and documenting complaints/queries/questions and disseminate pertinent information/direction concerning health hazards, City policies, OSHA regulations, ordinances, and codes.		
	<b><u>WORKING CONDITIONS</u></b>		
10	The position routinely requires lifting of moderately heavy items, such as typewriters or records boxes (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis.		
	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b>		
11	Requires a Bachelor degree in Chemistry, Biology, Environmental Health Engineering or a closely related degree.		
	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b>		
12	None		
	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b>		
13	Must have a valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP2-2).		
	<b><u>PREFERENCES</u></b>		
14	➤ Must be capable of passing a medical exam and wearing a respirator.		
	➤ Willingness to respond to after hour and weekend emergencies.		
	<b><u>SELECTION/SKILLS TESTS REQUIRED</u></b>		
15	None		
	<b><u>SAFETY IMPACT POSITION</u></b>		
16	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.		
	<b><u>SALARY INFORMATION</u></b>		
17	<b>GENERAL FUNDED POSITION</b>		
	Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:		
	Salary Range - Pay Grade 14		
	\$1,221- \$1,457 Biweekly \$31,875 - \$38,028 Annually		
	<b><u>OPENING DATE</u></b>		
18	August 2, 2006		
	<b><u>CLOSING DATE</u></b>		
19	Open Until Filled		
	<b><u>APPLICATION PROCEDURES</u></b>		
20	Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1 <sup>st</sup> floor. <b>Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.</b>		
	An equal opportunity employer		